

# SPECIAL EVENT & ACTIVITY PERMIT APPLICATION

## ATTACHMENT G

### RULES AND REGULATIONS FOR PARK SPECIAL EVENTS

#### Violations of the below regulations can result in additional fees:

- Event Organizers and/or vendors may not setup earlier than the set up time approved on the special event permit.
- Vehicles cannot be left in event area unless they are part of the display- vendors cannot leave until the event is over
- No glass containers are permitted on park property
- No stakes or spikes driven into the ground as damage could occur to irrigation system.
- All decorations must be removed by the event organizer and vendors- including tape residue
- No driving is permitted in event area during event hours
- No parking in the loading zone area– Event organizers must unload and move the vehicle (Wingfield)
- No parking or blocking the sidewalk
- Vendors must dispose of grease and grey water according to Washoe County Health Department regulations
- If event is permitted at City Plaza, no driving is permitted on the ice rink pad
- No damage to the turf area or irrigation system (No driving on the lawn)
- Bounce houses: must have a portable generator and must be set up in non-turf/non-plant areas. **All bounce houses must have a fire inspection.**
- Dunk tanks must have prior approval, removal of water must follow the regulations of the Washoe County District Health Department
- Free speech zones must be clearly marked- approved 15 days prior to the event.
- Animals at special events can be problematic. It is your responsibility to provide a safe environment for your patrons. Service dogs are exempt.
- Never place restrooms near public art.
- Never use tarps on the grass.

I understand and will follow the above listed rules.

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_